



***What is an alternate materials, methods or modifications application process?***

It is a structured process established for the evaluation of alternate materials or methods of construction not specifically prescribed in the Construction Codes (International Building, Fuel Gas, Mechanical, or Residential Codes and the Uniform Plumbing Code). Modifications to code requirements are allowed only when there are significant difficulties encountered making it impractical to carry out the specific provisions of the applicable code. The proposed alternate materials, methods or modifications may be permitted where the equivalent objectives prescribed by the code can be achieved by establishing and maintaining effective fire and life safety, structural integrity, strength, fire resistance, sanitation, and/or equipment suitability. (KMC 21.06.190)

***What is not acceptable under the alternate materials and methods application process?***

The use of alternate materials, methods of construction or modifications will not avoid compliance with the objectives or intention of the code section. An application will not be granted if the alternate materials, methods or modifications would reduce the level of fire and life safety, structural integrity, strength, fire resistance, sanitation, or equipment suitability required by the code.

***What does an alternate materials, methods or modifications application cover?***

If the use of alternate materials or methods of construction is granted, it is project specific and shall be limited to the particular case(s) covered in the application and will not be applicable to future installations or equipment, unless specifically allowed by the building official. The application approval may be revoked for cause.

***What if the alternate materials and methods application is denied?***

When an alternate materials, methods, or modifications application is denied, an appeal may be directed to the Board of Appeals as provided in Kirkland Municipal Code 21.06.570. Interim acceptance of the installation, pending outcome of an appeal, will be at the discretion of the Building Official and must be in writing.

***Who may apply for use of alternate materials and/or methods of construction?***

Only the owner, the owners' agent, or the contractor may apply to use alternate materials, methods of construction or modifications. Applications must be in writing.

***Who grants the use of alternate materials and/or methods of construction?***

The use of alternate materials, methods of construction or modifications is granted only by the City of Kirkland Building Official upon written request, under authority of KMC 21.06.190.

Applications are to be mailed to:

Tom Phillips,  
City of Kirkland Building Services Manager  
123 5<sup>th</sup> Avenue  
Kirkland, WA 98033



For Department Use Only

Alt M #:	Date Received:	Date Reviewed:	Date Completed:	Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Project Name:		Permit Number:	Application Date:
Project Address:		Property Owner:	
Contact Person:	Title:	Address:	
Address:		City, State, Zip:	
Phone Number:	Fax Number:	Phone Number:	Fax Number:
E-Mail Address:			

Type of Project: ☐ Building ☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Fire  
☐ Land Surface Modification

Type of Request: ☐ Alternate Materials ☐ Alternate Methods ☐ Modification of Code or Standard

Has the installation been made? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has a violation been noted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date:	Inspector/Plans Examiner:
Applicable Code/Standard: <input type="checkbox"/> IBC <input type="checkbox"/> IRC <input type="checkbox"/> IFC <input type="checkbox"/> NEC <input type="checkbox"/> IMC <input type="checkbox"/> IFGC <input type="checkbox"/> UPC <input type="checkbox"/> COK Municipal Code <input type="checkbox"/> Other:			
Specific Code Section, Rule or Standard:			

**Statement of Problem:**

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**Alternate Proposal:** (Attach additional pages, plans, drawings, technical reports, descriptions etc. to support proposal)

I certify that I am the owner or owner's agent and have the authority to request the above stated alternate materials, methods of construction, or modification in building code requirements. I understand that this request is subject to review and may be approved or denied in part or in whole. The City of Kirkland's decision will be in writing and will be specific to this request, unless otherwise noted.

Signature	Title	Date
Print Name:		

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Reviewed by:	Date:	Recommendation: <input type="checkbox"/> <b>Approve</b> <input type="checkbox"/> <b>Deny</b>
Comments:		
Reviewed by:	Date:	Recommendation: <input type="checkbox"/> <b>Approve</b> <input type="checkbox"/> <b>Deny</b>
Comments:		
Reviewed by:	Date:	Recommendation: <input type="checkbox"/> <b>Approve</b> <input type="checkbox"/> <b>Deny</b>
Comments:		
Final Review:	Date:	Final Status: <input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b>
Comments/Conditions:		